

FAQs

1. How do I report infrastructure projects?

Go to www.stimulus.alabama.gov. Click on the Agency/Institution Login at the bottom of the page. Username: Alabama
Password: ARRA2009 (case sensitive)

Click “Information From State Recovery Team” and locate the instructions, certification form and project list. Your project **MUST** be approved before work can begin, therefore the documents must be submitted in the prior reporting quarter period. For example, if you plan to start a project in July 2010, the documents must be submitted by June 10, 2010.

2. How is infrastructure defined according to the United States Department of Education?

For the purposes of Section 1512 reporting, the Department has defined an infrastructure investment as follows.

‘An infrastructure investment is financial support for a physical asset or structure needed for the operation of a larger enterprise. Therefore, infrastructure investments include support for tangible assets or structures such as roads, public buildings (including schools), mass transit systems, water and sewage systems, communication and utility systems and other assets or structures that provide a reliable flow of products and services essential to the defense and economic security of the United States, the smooth functioning of government at all levels, and society as a whole.’

However, an infrastructure investment does not include “minor remodeling” as defined in 34 C.F.R. § 77.1(c). For example, replacement of carpet would not be infrastructure and neither would adding light fixtures. Replacing the room would not be classified as minor remodeling and would rise to the level of infrastructure.

3. If Stabilization Funds must be obligated by September 30, 2011, will there be a “grant closing period” that will allow for the drawdown of funds after the closing date?

Yes. The State will have 90 days to liquidate Fiscal Stabilization Funds. However, the process will not change for requesting reimbursement. Reimbursement requests must be submitted by the October 10, 2011.

4. Can SFSF money be used to offer salary incentives or retirement incentives to employees?

No. This issue was reviewed by the Governor's Office, and it was decided that this does not clearly reflect the goals of the Stabilization funds.

5. Can Universities use any of their SFSF Education funds to hire an administrator to assist with the tracking and reporting of the funds?

Yes. These costs would fall under general expenditures. Please refer to page 27 of the SFSF Guidance, question III-E-3.

6. Can a recipient request reimbursement for more than their quarterly allotment?

A request can be made as long as it does not exceed the total amount appropriated for the fiscal year. If the request is made prior to the 3rd quarter, you must leave at least 10% of the annual appropriation available for the 3rd quarter and 5% for the fourth quarter. If the request is made prior to the 4th quarter, up to 95% of the total appropriation can be requested, with 5% remaining available for drawdown in the 4th quarter. An explanation of the need for the increased quarterly allocation is also required explaining why a deviation is required from the original allocation formula. **A request does not automatically mean that it will be approved.** Also, the Executive Budget Office must be notified at least a week in advance of the request so the proper documents can be prepared for approval by the Director of Finance and the Governor.

7. Are Community Colleges and 4-year Institutions required to report on performance metrics monthly?

No. Performance metrics may be reported monthly, quarterly, or annually.

8. How do we identify our Congressional District?

FederalReporting.gov recommends using the link below:

<https://www.federalreporting.gov/federalreporting/congressionalDistricts.do>

9. Has the US Department of Education provided any guidance on the submission of contractor/sub-contractor weekly payroll certification reports, in compliance with the Davis Bacon Act?

Institutions are required to file these reports, and must be able to present them to the Alabama Department of Finance or the US Department of Education within 24 hours of request.

10. (NEW) Is the SFSF Monthly Request Form for Reimbursement and the SFSF Detailed Statement of Monthly Expenditures required if all funds have been expended for the fiscal year?

Yes. Continue sending monthly reports requesting \$0 and put a remark noting that all funds have been expended for the fiscal year.

11. What amount is to be entered into the “Amount of Sub Award” column for the Federal Reporting site?

Please see the attached spreadsheet for “SFSF Totals”. Enter the amount for your entity listed under Column F – “Estimated Total Amount at 90%”.

12. (NEW) Is it allowable to use SFSF funds to meet a Federal matching requirement?

There is nothing in the SFSF statute that would prohibit a State from using Government Services funds, or an LEA or public IHE from using Education Stabilization funds, to meet a Federal matching requirement. However, the federal agency administering the grant requiring a match should be contacted to ensure that their statute does not have a specific prohibition against using Federal funds to meet the match.

13. Where can I find the new jobs guidance released by the US Department of Education on December 18th, 2009? How have things changed?

There are three basic changes:

- 1) **(Revised)** Jobs may be counted for months that are still awaiting a SFSF reimbursement from the State of Alabama.
- 2) Report only by quarter, rather than cumulatively
- 3) Report jobs paid by vendors due to services they performed as a direct result of the SFSF funds

Link to the new guidance:

http://www.whitehouse.gov/omb/assets/memoranda_2010/m10-08.pdf

14. In light of the new jobs guidance, do jobs have to be reported to the Alabama Recovery Office on a monthly basis?

No. Job numbers are reported on a quarterly basis, and should match the job information provided to www.FederalReporting.gov.

**15. (NEW) Which months are used when calculating jobs created/retained?
Which months are used when calculating vendor payments?**

Jobs created/retained are no longer reported on a cumulative basis. Jobs/created retained are recalculated at the end of each quarter. Only the first day of the quarter being reported through the last day of the quarter being reported are used in the calculation of jobs created/retained.

Vendor payments are cumulative. The calculation includes the vendor payments from October 1st through the most recent month for which a SFSF reimbursement has been received.

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
FY2010 Jobs Created/Retained Reporting Dates	October 1, 2009 – December 31, 2009	January 1, 2010 – March 31, 2010	April 1, 2010 – June 30, 2010	July 1, 2010 – September 30, 2010
FY2011 Jobs Created/Retained Reporting Dates	October 1, 2010 – December 31, 2010	January 1, 2010 – March 31, 2011	April 1, 2011 – June 30, 2011	July 1, 2011 – September 30, 2011
FY2010 Vendor Payment Reporting Dates	October 1, 2009 – November 30, 2009	October 1, 2009 – February 28, 2010	October 1, 2009 – May 31, 2010	October 1, 2009 – August 31, 2010
FY2011 Vendor Payment Reporting Dates	October 1, 2010 – November 30, 2010	October 1, 2010 – February 28, 2011	October 1, 2010 – May 31, 2011	October 1, 2010 – August 31, 2011